

# **Survey Advisory Board Meeting Minutes**

**August 7, 2014**

**8:00 a.m. to 1:30 p.m.**

**Radisson Hotel**

18118 International Blvd., SeaTac, WA 98188

## **Board Members Present:**

Walt Dale, PLS, Urban, Chair  
Martin Paquette, PLS, Education,  
Tim Kent, PLS, Rural  
Bruce Dodds, PE/PLS, Multi-Discipline  
Ron Torrence, PLS, Government (outgoing)  
Steve Palmen, PLS Government (incoming)

## **Staff Present:**

Pat Beehler, PLS  
Kris Horton, PLS

## **Guests:**

Casey Kaul, Pierce Co. Auditor's office  
Rose Johnson, Pierce Co. Auditor's office  
John Thomas, LSAW Liaison

**Chair Walt Dale called the meeting to order at 8:02 a.m.**

The minutes of the April 16, 2014 meeting were unanimously approved.

## **Presentation of Retiring Board Member**

Ron Torrence was recognized for his service to the Survey Advisory Board, by Pat Beehler, with a plaque and a letter from the Commissioner of Public Land.

The Board welcomed Steve Palmen as the new Board member for the Government position.

## **Survey Advisory Board Liaison to the Board of Registration**

Ron Torrence is the liaison. Ron reported that the BOR had a special meeting Tuesday, August 5<sup>th</sup> for the proposed changes to WAC 196-29-105 Practice of Land Surveying and proposed WAC "What topographic measurements may a professional engineer perform?". There has been some opposition from certain parties and that is what prompted the special meeting and the decision by the BOR to make some language changes to the proposals before submitting a new CR101.

A new liaison to the BOR was discussed. Ron has offered to continue as the liaison between the BOR and the SAB if he is not appointed by the Governor to fill the vacant Land Surveyor position. He should know by the end of August.

August 22, 2014 Draft#1 (made changes per comments, on 8/26/14 & 9/23/14) Approved 12/10/14.

## **Monument Protection**

Kris reported that there has been a slight increase in the number of Permits submitted in the last year, and there has been an increase in Completion Reports submitted.

SAB members asked if the PLSO could track not just the number of Permits processed, but also the numbers of monuments involved since some Permits are for multiple monuments. Kris said she would talk to John Gasche about it.

It was asked if there was any way to make the PLSO website info easier to find. Pat said he would talk to DNR Communications Director about it.

## **Monument Brochure**

Kris will scan and e-mail copies of other (example) brochures to the SAB members. Board members will review and get back to Kris with main points they think should be in the brochure. Kris will then work up the brochure language (text) and then get together with DNR Communications (graphic artist) for brochure layout. The Board will review before the brochure is finalized.

## **WAC 332-130 – Applicability to maps (other than ROS)**

It was agreed that WAC 332-130 applies to all survey maps and that the survey professions needs to be educated about the WAC applicability. It was suggested that the Board create a “Did you know?” document about issues such as these, which can be sent out through the SAB/PLSO ListSERV. Tim volunteered to create the document. Pat will talk to the BOR and see if they can put the information in their quarterly publication and see if it can be sent out via LSAW e-mailings to their members.

## **Update on DNR Presentations:**

Kris and Mary will be doing a presentation on “Research” at the LSAW Fall Seminar in Vancouver (November 7, 2014).

Kris will contact the County Engineers Association and Walt will contact the Washington State Utilities Coordinating Council to see if DNR can do a presentation on Monument Preservation and the Permit. Kris will send the Board members ideas for the DNR presentation at the LSAW conference in March. They will get back to her with their thoughts/suggestions about the ideas.

## **Report from Auditor’s Recording Committee liaison to the SAB**

Transfer on Death Deed is now able to be used/recorded. Casey referenced House Bill 117. Title Companies are having their attorneys look into the use of the TDD. It was asked if property could be properly subdivided through this process. Would it be similar to a testamentary subdivision? Casey will send a write up to Tim about the TDD for him to add into his “Did you know?” document.

## **Changes to the LCR form**

Pat stated that his understanding is that the wording in RCW 58.09.040(2) clearly states an LCR was meant for PLSS/GLO/BLM monuments only. Many times an LCR is used for other monuments, such as August 22, 2014 Draft#1 (made changes per comments, on 8/26/14 & 9/23/14) Approved 12/10/14.

centerline, county/city control, plat monuments, etc. Since the counties do not charge for the recording of an LCR, it gets used when an ROS is required by RCW 58.09.040(1) to show the changes to a monument. It was noted that RCW 58.09.040 does not say it cannot be used for other monuments. Ron said that property corners warrant an ROS and definitely not an LCR. Tim said that GLO corners equate all PLSS corners. There was much discussion and the questions were asked: Should the form be used for more than just GLO monuments and if so, what specifically? Does the law support it? Pat will check with the BOR to see if they have an interpretation of RCW 58.09.040(2).

The revised/updated LCR form that Kris created was approved by all Board members. Kris will also create instructions for the form. Kris will send a link to the GCDB user guide to the Board members.

### **Liaison to Auditors Recording Committee – Walt Dale**

The Recording Committee is still working on updating the Recording Manual. Casey will send Walt and Kris the draft of the “Maps” portion of the Manual for review and additional information to add.

Walt has been working with the Recording Committee on changes to the “Checklist” (WAC 332-130-050) and will email Kris the current draft copy.

It came to the attentions of the Board that many maps are being recorded that do not have the ¼ ¼ listed in the indexing information on the map. RCW 58.09.110 requires Auditor’s to index maps by ¼ ¼. Walt noted that it is not practical for many of the surveys done on the easterly side of the State which encompass very large parcels. It’s more practical for urban areas than rural areas. Board members will review the laws and report back at the next meeting.

### **PLSO Vision and Mission Statement**

Pat Beehler presented his Vision & Mission Statement for the Public Land Survey Office. After review, all Board Members approved the Statement.

### **Rule Making**

These items were discussed for rule making:

#### *Revisions to WAC 332-130:*

(Organization) Kris working on re-formatting the Word document (indents, etc.) presented by Ron at the April meeting. Kris will work with the DNR contact for the Code Revisors Office to make sure it meets the standards of the CRO. Pat and Kris will check to make sure we can move forward with revising the WAC.

#### *Accuracy Standards for a Traverse (WAC 332-130-090):*

Martin presented his draft of changes to WAC 332-130-080 and 332-130-090 with ALTA/ACSM standards incorporated. There was a brief discussion about the proposed changes. Martin will make a few changes (clean-up) based on the discussion.

#### *Surveyor’s Narrative:*

The Board members reviewed the stakeholder comments prior to the meeting. Twenty-two (22) comments were received, with a mix of positive and negative comments concerning the proposal of a

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required survey narrative. There were a few comments that were for the narrative if a few items in the draft language were changed/clarified.

It was brought up that in part III of the document "Some thoughts on Narratives" by Evelyn R. Kalb, LS, Esq. dated Dec. 2000, there are some statements as to why narratives are placed on a map. The Board decided to add these statements with an explanation of why the survey narrative is being proposed. Pat will check with the BOR to get a statement from them as to why they want to see narratives required. The Board members will send Kris examples of narratives. She will include those, the statements from BOR and the document noted above and re-send the proposal out for comment. The idea/hope is that if there is a clearer understanding of why the narrative requirement is being proposed, then we may get more feedback and understanding from the stakeholders.

#### *Topographic Standards RCW 58.24.040(1):*

The Board discussed setting topographic survey standards for Surveyors. It was mentioned that Surveyors would be held to these standards, but no one else would be (such as topo surveys done with aerial photography/drones). The WSDOT agency standards for a topographic survey was brought up as perhaps a place to start, or rather something to look at. Steve will email these to the Board and Staff. Pat will email the NSPS standards to the Board members for review, also. Bruce and Walt will work on coming up with language/wording for possible standards.

### **Revision of Recording Fees**

Pat presented a proposal that DNR is working on to increase the Survey Map recording fee from \$46 to \$75. The last fee increase was 12 years ago, in 2002. The fee must be approved by the Board of Natural Resources and go through either the CR105 or CR101/102/103 process. This will include at least one public hearing for comments. The fee increase would allow the PLSO to add two (2) Engineering Aide 3 positions, whose duties would include indexing. The Board members voted in support of pursuing the fee increase. Pat will be presenting to the Commissioner of Public Lands sometime in the next month. Kris will distribute the proposal through BOR/LSAW/DNR for stakeholder comment.

### **PLSO Update**

The PLSO has been short staffed the last month due to fire support efforts and staff time off. Indexing of current maps is still a month or two behind.

Tim asked if corner restoration was taking place in the wildfire burned areas. He stated that the Forest Service and/or BLM have "black money" that could perhaps be used for this.

### **Good of the Order**

Walt and Tim will split the next year (July 2014-June 2015) as the Board Chair. Walt will continue through the December 2014 meeting and then Tim will take over starting at the April 2015 meeting and continuing until the end of June 2016.

**LSAW:** No report.

### **Next Steps**

The next meeting of the SAB will be Thursday, December 11, 2014 at the Radisson Hotel, SeaTac.

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## Assignments

- Board Members:
  - Tim to create “Did you know?” document for the proposed PLSO Newsletter, to put in the BOR Journal and to send out to the members of the survey profession. First subject: Applicability of WAC 332-130.....not just for Records of Survey. Another idea was to inform about the Transfer on Death Deed. Casey will send Tim the information about the TDD.
  - Walt will contact State Utility Commission to see about setting up a presentation on Monument Preservation. Walt to work with Kris on this.
  - Walt to send Kris the draft of the changes to the map “checklist” for Auditor’s
  - All Board members to review RCW 58.09.110 for interpretation.
  - Send Kris an example (or two) of a survey narrative, as proposed
  - Martin will “clean-up” the language for the proposed Field Traverse Standards.
  - Bruce and Walt to work on proposed language for Topographic Standards.
  - Steve to e-mail WSDOT topographic survey standards to Board members & DNR staff
  - Board members to review the example monument preservation brochures Kris will send them and then get back to her with main points they think should be in the brochure.
- Kris will
  - E-mail examples of other monument preservation brochures, to the Board; wait for their feedback; create the text for the brochure; have the Board review it; meet with DNR graphic designer to create the brochure; have Board review before sending for print.
  - Send the Board members ideas on presentation subjects for review and feedback
  - E-mail the link to the GCDB user’s guide to the Board members
  - Continue to work on making sure the re-organization of WAC 332-130 meets Code Reviser’s Standards.
  - Add the statements from “Why do we place narratives on our maps?”, the narrative examples sent by the Board members, and the statement from the BOR on the announcement to re-sent out to stakeholders for input on the proposed survey narrative
- Pat will
  - Contact BOR about putting the “Did you know?” document Tim creates in the Journal
  - Find out what the BOR’s interpretation of RCW 58.09.040(2) is. (LCR form)
  - Decide if we want to keep the coordinates on the Permit form.
  - Contact the BOR and get a statement from them as to why they would like to see the survey narrative as a requirement for Records of Surveys.
  - E-mail the NSPS Topographic Standards to the Board members
  - Talk to the DNR Communications Director about how to make the PLSO website easier to find.

**Meeting Adjourned at 1:30 p.m.**